

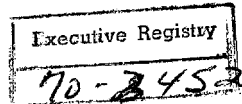
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U.S. House of Representatives

SUBCOMMITTEE ON POSITION CLASSIFICATION
OF THE
COMMITTEE ON POST OFFICE AND CIVIL SERVICE
Washington, D.C. 20515



August 24, 1970

Enclosed is the fourth report from the Job Evaluation and Pay Review Task Force of the Civil Service Commission established pursuant to Public Law 91-216.

If you have any comments or questions as to the course of action which the Commission has taken, please contact me at the above address, or call me at 225-6295 (Government Code 180).

Sincerely yours,

Richard A. Barton
Staff Director

Enclosure

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UNITED STATES CIVIL SERVICE COMMISSION
Washington, D. C. 20415

August 19, 1970

Honorable Thaddeus J. Dulski
Chairman, Committee on
Post Office and Civil Service
U. S. House of Representatives
Washington, D. C. 20515

Dear Mr. Chairman:

In accordance with Section 304(c) of Public Law 91-216, the following summarizes the activities of the Job Evaluation and Pay Review Task Force for the period ending August 15, 1970.

I. Advisory Committee Meeting

A second meeting was held with the AFL-CIO Advisory Committee on July 20. At this meeting it was determined that meetings would be held monthly through the end of the year, with the exception of August. The final approved minutes of this meeting will be submitted, under separate cover, at a later date.

II. Analysis of Survey of State Merit Systems

The final report from an outside consulting firm on a survey that was made of state merit systems has been analyzed. The report itself will be made a matter of record when the final report of the Task Force is submitted and the confidentiality of the material will, therefore, be respected at this time. The following highlights summarizes some of the principal points.

1. Forty-eight of the 50 states use a position classification system for evaluating jobs which, for all practical purposes, is the same as and closely parallels that used by the Federal Government for the General Schedule.
2. Fifty per cent of the states have multiple pay schedules. These have been developed to cover special categories of employees.
3. About 50 per cent of the states indicated they felt the pay schedules to be noncompetitive with private industry and in many cases noncompetitive with the Federal Government.

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4. There appears to be a greater degree of flexibility in the state systems than exists in the Federal system.
5. In their union-management relationships, most of the states are cautiously feeling their way and are just beginning to establish procedures similar to those now being developed under E.O. 11491 for Federal employees.

III. Special Briefings

Special meetings were conducted with representatives of the National Science Foundation and the Peace Corps. In addition, a representative of the British Embassy provided considerable details on the British system for the Task Force's consideration. Finally, the Federal Bar Association has agreed to participate in a special study of attorneys and will be providing some specific recommendations to the Task Force.

IV. Foreign Contacts

A number of foreign countries have indicated considerable interest in the Hanley Subcommittee Study and the work of the Task Force. Representatives visited and were given extensive briefings on the two-year study made by the Hanley Subcommittee, as well as work presently underway. These included Iran, Lebanon, as well as representatives of Australia and England.

Sincerely yours,

/s/

Robert E. Hampton
Chairman



Public Law 91-216
91st Congress, H. R. 13008
March 17, 1970

An Act

To improve position classification systems within the executive branch, and for other purposes.

Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled, That this Act may be cited as the "Job Evaluation Policy Act of 1970".

Job Evaluation
Policy Act of
1970.

TITLE I—CONGRESSIONAL FINDINGS WITH RESPECT TO JOB EVALUATION AND RANKING IN THE EXECU- TIVE BRANCH

SEC. 101. The Congress hereby finds that—

(1) the tremendous growth required in the activities of the Federal Government in order to meet the country's needs during the past several decades has led to the need for employees in an ever-increasing and changing variety of occupations and professions, many of which did not exist when the basic principles of job evaluation and ranking were established by the Classification Act of 1923. The diverse and constantly changing nature of these occupations and professions requires that the Federal Government reassess its approach to job evaluation and ranking better to fulfill its role as an employer and assure efficient and economical administration;

63 Stat. 954,
972.
5 USC 5101 et
seq and notes.

(2) the large number and variety of job evaluation and ranking systems in the executive branch have resulted in significant inequities in selection, promotion, and pay of employees in comparable positions among these systems;

(3) little effort has been made by Congress or the executive branch to consolidate or coordinate the various job evaluation and ranking systems, and there has been no progress toward the establishment of a coordinated system in which job evaluation and ranking, regardless of the methods used, is related to a unified set of principles providing coherence and equity throughout the executive branch;

84 STAT. 72
84 STAT. 73

(4) within the executive branch, there has been no significant study of, or experimentation with, the several recognized methods of job evaluation and ranking to determine which of those methods are most appropriate for use and application to meet the present and future needs of the Federal Government; and

(5) notwithstanding the recommendations resulting from the various studies conducted during the last twenty years, the Federal Government has not taken the initiative to implement those recommendations with respect to the job evaluation and ranking systems within the executive branch, with the result that such systems have not, in many cases, been adapted or administered to meet the rapidly changing needs of the Federal Government.

TITLE II—STATEMENT OF POLICY

SEC. 201: It is the sense of Congress that—

(1) the executive branch shall, in the interest of equity, efficiency, and good administration, operate under a coordinated job evaluation and ranking system for all civilian positions, to the greatest extent practicable;

(2) the system shall be designed so as to utilize such methods of job evaluation and ranking as are appropriate for use in the

executive branch, taking into account the various occupational categories of positions therein; and

(3) the United States Civil Service Commission shall be authorized to exercise general supervision and control over such a system.

TITLE III—PREPARATION OF A JOB EVALUATION AND RANKING PLAN BY THE CIVIL SERVICE COMMISSION AND REPORTS AND RECOMMENDATIONS TO CONGRESS

SEC. 301. The Civil Service Commission, through such organizational unit which it shall establish within the Commission and which shall report directly to the Commission, shall prepare a comprehensive plan for the establishment of a coordinated system of job evaluation and ranking for civilian positions in the executive branch. The plan shall include, among other things—

(1) provision for the establishment of a method or methods for evaluating jobs and aligning them by level;

(2) a time schedule for the conversion of existing job evaluation and ranking systems into the coordinated system;

(3) provision that the Civil Service Commission shall have general supervision of and control over the coordinated job evaluation and ranking system, including, if the Commission deems it appropriate, the authority to approve or disapprove the adoption, use and administration in the executive branch of the method or methods established under that system;

(4) provision for the establishment of procedures for the periodic review by the Civil Service Commission of the effectiveness of the method or methods adopted for use under the system; and

(5) provision for maintenance of the system to meet the changing needs of the executive branch in the future.

84 STAT. 73

84 STAT. 74

SEC. 302. In carrying out its functions under section 301 of this Act, the Commission shall consider all recognized methods of job evaluation and ranking.

80 Stat. 379.

SEC. 303. The Civil Service Commission is authorized to secure directly from any executive agency, as defined by section 103 of title 5, United States Code, or any bureau, office, or part thereof, information, suggestions, estimates, statistics, and technical assistance for the purposes of this Act; and each such executive agency or bureau, office, or part thereof is authorized and directed to furnish such information, suggestions, estimates, statistics, and technical assistance directly to the Civil Service Commission upon request by the Commission.

SEC. 304. (a) Within one year after the date of enactment of this Act, the Commission shall submit to the President and the Congress an interim progress report on the current status and results of its activities under this Act, together with its current findings.

March 17, 1970

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Pub. Law 91-216

84 STAT. 74

(b) Within two years after the date of enactment of this Act—

(1) the Civil Service Commission shall complete its functions under this Act and shall transmit to the President a comprehensive report of the results of its activities, together with its recommendations (including its draft of proposed legislation to carry out such recommendations), and

(2) the President shall transmit that report (including the recommendations and draft of proposed legislation of the Commission) to the Congress, together with such recommendations as the President deems appropriate.

(c) The Commission shall submit to the Committees on Post Office and Civil Service of the Senate and House of Representatives once each calendar month, or at such other intervals as may be directed by those committees, or either of them, an interim progress report on the then current status and results of the activities of the Commission under this Act, together with the then current findings of the Commission.

Interim
reports to
Congress.

(d) The Commission shall periodically consult with, and solicit the views of, appropriate employee and professional organizations.

(e) The organizational unit established under section 301 of this Act shall cease to exist upon the submission of the report to the Congress under subsection (b) of this section.

Approved March 17, 1970.

LEGISLATIVE HISTORY:

HOUSE REPORT No. 91-823 (Comm. on Post Office & Civil Service).
SENATE REPORT No. 91-713 (Comm. on Post Office & Civil Service).
CONGRESSIONAL RECORD, Vol. 116 (1970):

Feb. 16: Considered and passed House.

Mar. 4: Considered and passed Senate.

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